

Senior Management Accountant

Finance Business Solutions

Chancellery Division



the university
for the real world

About QUT

QUT is a major Australian university with a global outlook and a 'real world' focus. We are one of the nation's fastest growing research universities and our courses are in high demand.

We are an ambitious and collaborative institution that seeks to equip our students and graduates with the skills they will need in an increasingly disrupted and challenged world. We are transforming the student experience we offer our 50,000 students and we place a premium on the international and national accreditation of our various professional degrees.

Our internationally award-winning Science and Engineering Centre is home to The Cube, acknowledged as one of the world's largest digital interactive learning and display spaces. QUT established the world's first Creative Industries Faculty, and we invest heavily in collaborative learning and interdisciplinary research environments, including the \$95M Education Precinct.

Further information about QUT can be obtained from the website at www.qut.edu.au.

Our Vision

QUT's [Blueprint 6](#) is our institutional strategic plan. The Blueprint formalises QUT's ambitions and declares our strong sense of purpose which is to provide transformative education and research relevant to our communities. It provides a framework and strategies to enable QUT to realise our vision to be the university for the real world and identifies the following priorities:

- support aspiration and inclusion
- encourage creativity and entrepreneurship
- embrace digital transformation and technology
- embed principles of health and wellbeing
- support Indigenous Australian engagement, success and empowerment
- enable professional engagement and ethical leadership and,
- focus on the environment and sustainability

Aligned to and supporting our vision are the QUT Values. These Values highlight what makes QUT distinct and successful. Providing a compass for our decisions, actions and behaviours and strengthening our community.

QUT Values

- Ambition
- Curiosity
- Innovation
- Integrity
- Inclusiveness

About the Chancellery Division

The Vice-Chancellor and President is responsible to Council for providing leadership to the University and for the academic, financial and administrative functions of the University. The Vice-Chancellor is also QUT's chief representative on external forums.

The Vice-Chancellor leads the Chancellery Division which includes the Business Development and International Portfolios, Indigenous Strategy, Government Relations and Policy, Assurance, Risk and Integrity Services, Marketing and Communication, and Finance Business Solutions.

The Office of the Vice-Chancellor provides support and manages the business of the Vice-Chancellor and Chancellery Division. The Chancellery supports the University Executive in fulfilling their responsibilities to Council for providing leadership to the University and its academic, financial and administrative functions.

About Finance Business Solutions

Within the Chancellery, Finance Business Solutions is responsible for a range of business functions to facilitate the ongoing financial and planning viability of the university in realising QUT's strategic aims and objectives, whilst maintaining a customer centric approach when engaging with the university community, industry and government.

About the Position

The Senior Management Accountant is responsible for the provision of financial management advice and services across a client portfolio, supporting the achievement of client business and service delivery objectives. The role delivers sound financial analysis and provides advice to senior leaders to inform periodic financial planning budgeting, costing,

forecasting, monitoring and reporting.

The Senior Management Accountant will provide support and guidance on complex financial issues and identify opportunities to continuously improve team performance and build capability that is aligned to current and future client needs and service delivery requirements.

There are two positions available. One position reports to the Finance Business Partner, Finance Services for supervision, workload management and for Performance Planning and Review (PPR). The other position reports to the Manager, Budgets and Forecasts for supervision, workload management and for Performance Planning and Review (PPR).

Key responsibilities include:

- Identify client requirements and issues, align proactive financial solutions, and coordinate the allocation of finance resources to deliver high quality advice and services.
- Coordinate the budgeting, cost modelling and ongoing monitoring and reporting activities for clients, ensuring budgetary practices remain responsive to changing and environmental factors.
- Partner with client leaders to manage budgets, establish financial controls and reporting disciplines, and embed appropriate financial risk management practices.
- Support the preparation of business cases that guide the selection, validation and prioritisation of client business strategies and plans.
- Identify opportunities to continuously improve team performance and build capability that is aligned to current and future client needs and service delivery requirements.
- Compliance with health and safety policies, procedures, hazard reporting and safe work practices.

To ensure job flexibility the successful appointee may be required to:

- perform any other duties as nominated by the University consistent with the relevant classification descriptors detailed in the Enterprise Agreement. Staff undertaking any new duties will receive training;
- participate in job rotation or multiskilling in consultation with their supervisor;
- work across campuses.

Type of appointment

These appointments will be offered on an ongoing, full-time basis.

Location

Kelvin Grove campus.

Selection Criteria

1. Education, training and/or experience equivalent to the completion of postgraduate qualifications in finance or a related business discipline or progress towards postgraduate qualifications, and extensive relevant experience
2. Ongoing professional development equivalent to CPA or Chartered Accountant.
3. Financial management skills in developing, reviewing and analysing complex budgets, using a range of corporate financial systems, and with demonstrated experience in applying financial governance principles.
4. Demonstrated ability to problem solve complex issues and to critically evaluate processes and contribute to a high performance culture.
5. Highly developed digital literacy skills with demonstrated high level proficiency with the Microsoft Office suite of products (including databases) and financial packages such as Oracle, with the ability to develop reports.
6. High level interpersonal and verbal communication skills with the ability to quickly establish rapport, manage collaborative working relationships and engage with diverse client groups.
7. Demonstrated high level of business acumen, leadership and proven results in a complex business financial environment whilst working under pressure.

Remuneration and Benefits

The classification for this position is Higher Education Worker Level 8 (HEW8) which has an annual remuneration range of \$114,686 to \$129,990 pa. Which is inclusive of an annual salary range of \$97,738 to \$110,781 pa and 17% superannuation.

In July 2020 QUT staff voted in favour of a variation to its Enterprise Agreements. The variations were approved by the Fair Work Commission in August 2020.

The variation impacts leave loading (for new

staff no loading will be paid or accrued during the period the variation is in effect), salary increases (the salary increase which was due to occur in the first full pay period of December 2020 has been deferred until the first full pay period of December 2021) and superannuation (superannuation will be paid to staff as though the salary increase which would have been paid in December 2020 has taken effect and, subject to the rules of the superannuation fund, a defined benefit member will continue to make contributions in alignment with the contributions made by the University). A link to the variation is [here](#).

Information for applicants

This position is open to current staff members of QUT who have ongoing full-time work rights in Australia. Former QUT staff members who were employed at 23 April 2020 are also eligible to apply for this position. Please indicate your eligibility within the application questions. In support of our strategic priority of Indigenous Australian success, Aboriginal Australians and Torres Strait Islander people who are not QUT staff are also eligible and encouraged to apply.

Applicants who reach the final stage of the selection process will be expected to undergo a check of their criminal history. Those matters which do not have an impact on the inherent requirements of the position will not be taken into consideration. Applicants will be provided with an opportunity to discuss the outcome of the check before a decision on appointment is made.

For further information about the position, please contact Justine Borlase (Manager Budgets and Forecasts) on (07) 3138 4005 or Maria Rucinski (Finance Business Partner) on (07) 3138 2611; or for further information about working at QUT contact Human Resources on (07) 3138 4104.

Candidates who are interested in the position are encouraged to apply even though they may feel they are not strong on individual selection criteria.

In assessing merit, the panel will take into consideration “performance or achievement relative to opportunity”. We recognise that many staff today have a range of personal circumstances, and career histories that challenge traditional ideas of a staff member. This may mean, for example, prioritising the quality of achievement rather than the quantity, as considerations of part-

time employment, career interruptions and significant periods of leave are taken into account when assessing performance or achievement.

How to Apply

For further information and to apply, please visit www.qut.edu.au/jobs for reference number **20811**.

When applying for this position we encourage you to upload your response to the selection criteria.

Applications close 12 January 2021